



NVDCINST 16713/1-12

CERTIFICATE OF DOCUMENTATION RENEWAL

Submit a **CG-1280 Renewal of Certificate of Documentation** with the following information:

- 1) Name, mailing address (complete with city, state and zip), entered in the blank area to the left of NVDC address
- 2) Vessel Name and Official Number entered in the box to the right of the signature
- 3) Signature, date and capacity of person signing

NOTE: If COD has expired, include \$5.00 late fee.

Instructions:

- 1) Fillable forms can be found on our website at: <http://www.uscg.mil/nvdc>
- 2) Copies made on anything other than plain paper will be rejected.
- 3) Electronic payments are accepted through pay.gov. Checks and money orders payable to U.S. Coast Guard, or credit card payments with accompanying CG-7042 Authorization for Credit Card Transactions are also accepted and must accompany application. Fees are non-refundable as per 46 CFR 67.500(e).
- 4) Renewal documents may be mailed or faxed to the NVDC using the information above, or sent via e-mail to: VDC-PF-NVDCRENEWALS@USCG.MIL